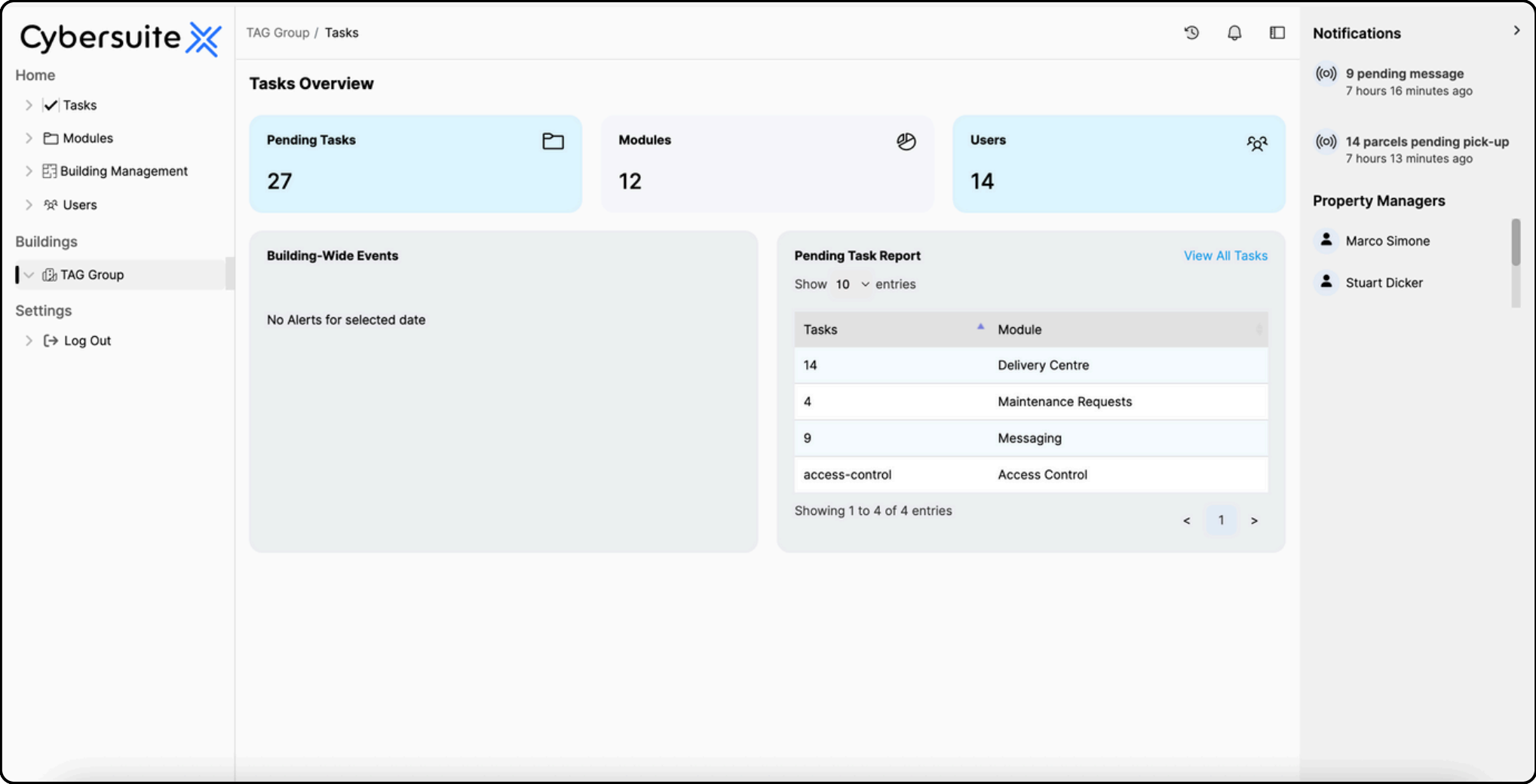


Cybersuite X Management Portal

The **Cybersuite X Management Portal** home screen will allow you to **view** an **overview** of your building.



Tasks

The **Tasks** module will allow you to **manage** your current tasks.
By **selecting** the **Tasks** tab on the menu bar on the left, you can **open** the **Tasks Overview** screen.
To **view** your **Pending Task Report**, select **View All Tasks**.

The screenshot shows the Cybersuite interface with the 'Tasks' module selected in the left-hand menu. The main content area displays the 'Tasks Overview' screen, which includes three summary cards: 'Pending Tasks' (27), 'Modules' (12), and 'Users' (14). Below these is a 'Building-Wide Events' section with a calendar view for the week of Sun 5 to Sat 11, with Mon 6 selected. A message states 'No Alerts for selected date'. To the right is a 'Pending Task Report' section with a table of tasks and a 'View All Tasks' link. A hand icon points to the 'Tasks' menu item, and another hand icon points to the 'View All Tasks' link.

Cybersuite TAG Group / Tasks

Tasks Overview

Pending Tasks 27

Modules 12

Users 14

Building-Wide Events

Sun 5 Mon 6 Tue 7 Wed 8 Thu 9 Fri 10 Sat 11

No Alerts for selected date

Pending Task Report [View All Tasks](#)

Show 10 entries

Tasks	Module
14	Delivery Centre
4	Maintenance Requests
9	Messaging
access-control	Access Control

Showing 1 to 4 of 4 entries

Tasks

The **Tasks Report** page will show you **pending** and **completed**, organized by module.
Select to view tasks within a module.

Cybersuite

Home

- Tasks
- Modules
- Building Management
- Users

Buildings

- TAG Group

Settings

- Log Out

TAG Group / All Tasks

Task Report

Show 10 entries

Tasks	Module
0 Alerts	Alerts
0 Amenities	Amenities
0 Bookings	Bookings
0 Intercom	Intercom
0 Latch	Latch
0 My Home	My Home
0 PDF Library	PDF Library
0 Visitor Parking	Visitor Parking
14 Delivery Centre	Delivery Centre
4 Maintenance Requests	Maintenance Requests

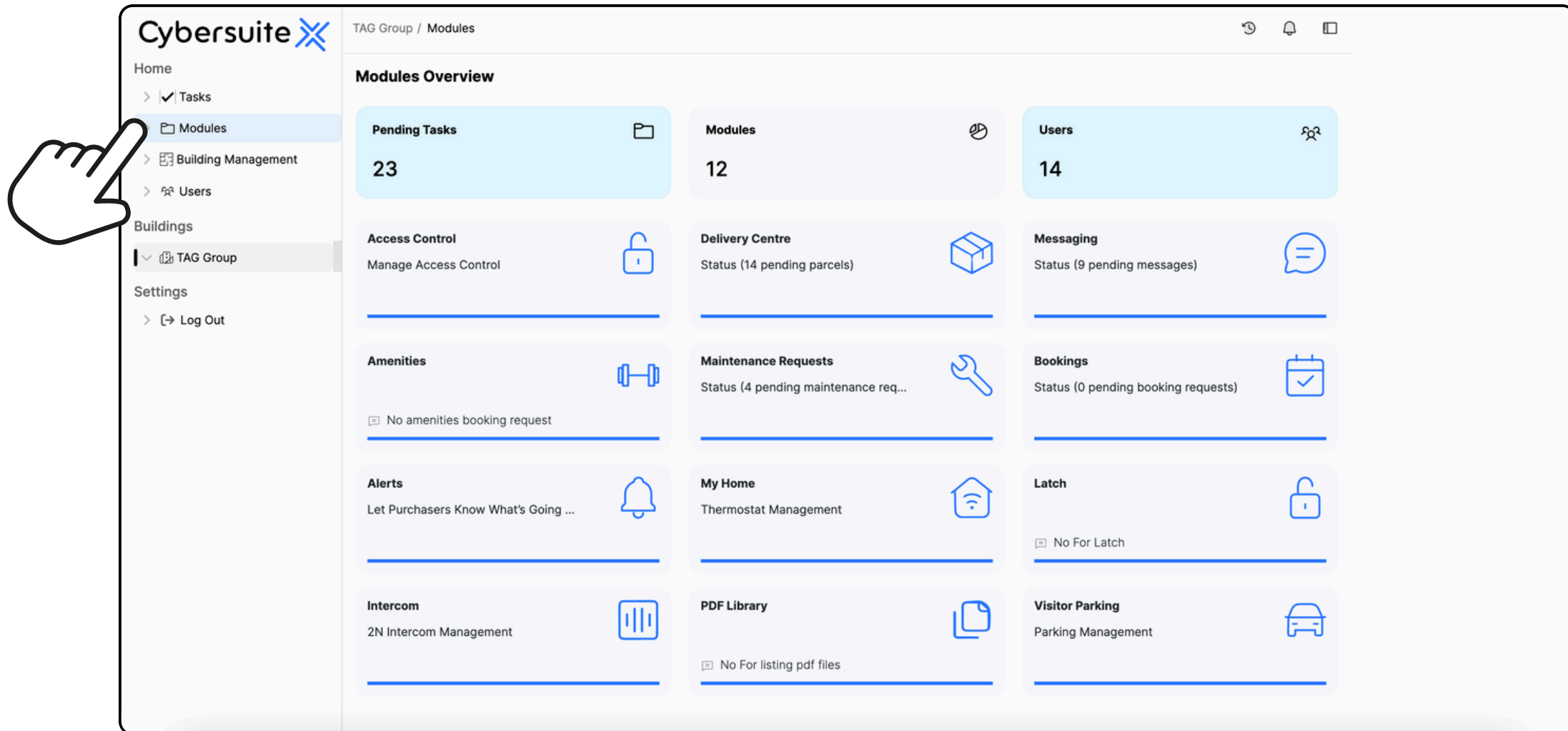
Showing 1 to 10 of 12 entries

< 1 2 >

Back

Modules

To **view** the **Modules Overview** screen, **select** the **Modules tab** on the menu bar on the left.
On the **Modules Overview** screen, each Module will show **pending statuses** and **requests**.



Modules

To access a specific **Module**, select from the **dropdown menu** on the menu bar on the left or from the **Module Overview** screen directly.

